

Minutes of the Baraboo Community Development Authority
Loan Review Committee
Tuesday January 7, 2020

The meeting was called to order by Chairperson Fordham at 6:00 pm in Room 234, Baraboo Municipal Building, 101 South Blvd., Baraboo WI

I. **Roll Call**

Present: Fordham, Bobholz, Kierzek
Absent: None
Other CDA Members: Koehler, Petty, Wastlund
Staff: Patrick Cannon, Executive Director

II. **Note of Compliance with Open Meeting Laws**

The Chair noted that the agenda was posted in compliance with the Wisconsin State Statutes.

III. **Approval of Agenda**

Bobholz (1); Kierzek (2)
Aye: All via voice vote

IV. **Approval of Minutes**

November 5, 2019

A motion to approve the minutes as presented
Bobholz (1); Kierzek (2)
Aye: All via voice vote

V. **Public Comment**

None

VI. **Old Business**

None

VII. **New Business:**

- a. Consideration and discussion of Loan Write off for Danielle Knak in the amount of \$105.05.

Staff noted that the outstanding debt owed by Ms. Knak has been determined to be uncollectable. Therefore, the CDA will need to write off the debt in order to reduce its outstanding Accounts Receivables.

After review and discussion of the request, the Committee recommended to the Board that the debt be written off.

Motion: To recommend to the CDA Board that the outstanding debt owed by Ms. Knak in the amount of \$105.50 be written off the Accounts Receivables for the CDA.

Kierzek (1); Bobholz (2)

Aye: All via voice vote

Nay: None

VIII. **Adjournment**

A motion was made to adjourn the meeting at 6:03 pm.

Bobholz (1); Kierzek (2)

Aye: All via voice vote

Approved by Loan Review Committee on:

Joan Fordham, Chair

Patrick Cannon, Recorder